

## **Town of Lincoln**

### **Budget Board Meeting**

**February 28, 2012**

#### **Present:**

**Linda Noble Mike Babbitt Maria Marcello Richard Foster  
Bob Turner Claudette Lussier Carl Brunetti Domenic Ricci Hagop  
Jawharjian William DiBiasio Paul DiDomenico**

**There were no members absent.**

#### **Call To Order**

**The meeting was called to order at 7:40 pm with the Pledge of Allegiance.**

#### **Minutes**

**The minutes of February 16th were distributed for review.**

**William DiBiasio made a motion, second by Richard Foster, to accept the minutes.**

**The minutes were accepted by a vote of 8-0 with Bob Turner and Maria Marcello abstaining because they were not present on February 16th.**

#### **Correspondence**

**There was no new correspondence.**

## **Public Comment**

**There was no public comment or questions at the time.**

## **Old Business**

### **2012-2013 Town Administrator's Recommended Budget**

**The Budget Board discussed their upcoming Tour of Municipal Facilities and Parks on March 17th.**

**The Town Administrator has recommended the Education Budget at the Local Maintenance of Effort, which the Budget Board will discuss more in detail separately.**

**The Budget Board began review of the Town Administrator's Recommended Municipal Budget.**

## **Administration**

**The Budget Board discussed raises of all Department Heads and Non-Union Personnel.**

**A footnote will be placed in the Budget explaining that what appears to be a 4% increase is actually a 2% increase that did not show in the budget last year combined with a 2% increase for the current year.**

**It was noted that the Town Administrator, by charter, cannot request an increase in salary for his own position during the current term so it would have to come from the Town Council. The Budget Board will**

**contact with the Town Council regarding this.**

### **Town Planner**

**In general discussion, Gas Expenses have been increased in each department, and the Budget Board discussed whether the increases would be sufficient to cover what gas prices are anticipated to increase to.**

**Also discussed was whether personal vehicles used for Town business use gas from the Town pumps or are reimbursed on an individual basis upon turning in a receipt.**

### **Personnel**

**There was a requested increase in Negotiations, and the Budget Board would like information as to what negotiations are ongoing and what the increase would be for.**

### **Town Clerk**

**Financial Town Meeting expenses were decreased by \$2,700 even though historically, expenses have been increased.**

### **Finance**

**In general, non-union salaries that are on a schedule are also receiving longevity and the Budget Board agreed that is something that should be evaluated, but they believed it would be in the perview of the Town Council but they will request more information about this.**

**The Finance Director's increase in salary needed to be corrected, making the total Finance Salaries \$394,559 and FICA \$30,184.**

**Supplies and Printing as well as Payroll Processing and Bank Fees have increases which the Budget Board would like to have more information about.**

### **Tax Assessor**

**There was a proposed full revaluation at a cost of \$400,000, and the Budget Board questioned if that was an estimate, quote, or a firm cost.**

### **Informational Technologies**

**The Budget Board would like information of what each position and area of IT does, such as Maintenance Support and Technical Support.**

**Internet Service was expended at a little bit over the budgeted amount last year, but was not requested at an increase.**

**Was the previous overexpenditure due to an increase in usage?**

### **Public Safety – Police**

**The Budget Board discussed information given by the Finance Director regarding the salaries.**

**The Police contracts have not been negotiated, but are being shown at a 2.03% increase.**

**The requested \$28,000 increase in gasoline was questioned.**

**The Budget Board would like to know the total amount of fuel broken down by gasoline and diesel fuel consumed by the whole municipal entity.**

**The Budget Board would like details about the whole inventory of vehicles in the municipality, including specifically police cars and how many there are as well as whether one that went out of commission was replaced.**

**Also the Computer Systems have a large increase, so they would like more information about this.**

#### **Public Safety – Animal Control**

**Shelter and Gasoline Expenses have been left out, and the Budget Board is questioning whether the animal shelter is still going to be outsourced.**

#### **Public Safety - Rescue**

**Pension contributions have been decreased, and this may be due to anticipations of new laws that will be passed.**

**Local District Compensation has been increased and the Budget Board would like more information as to what the expense actually is for.**

**Supplies and Equipment historically has had a surplus of \$4,000 and more information will be requested to review possibly adjusting the line.**

### **Human Services**

**The Budget Board questioned Miscellaneous and also Programs and what those entailed and whether they were for the Literacy Center or the Senior Center.**

**Maintenance and Repairs has been decreased by \$7,000.**

**It was questioned whether this was due to the fact that the new Senior Center is under warrantee.**

### **Public Works – General**

**The Director's Salary was changed from \$77,173 to \$73,323.**

### **Public Works - Engineering**

**It was noted that the Sewer Enterprise Fund employs personnel from the Public Works Department, and does not have its own staff or operate like the Water Department Enterprise Fund does.**

### **Public Works – Code Enforcement**

**There were no questions at the time.**

### **Public Works – Parks and Recreation**

**There were no questions at the time.**

#### **Public Works – Tree Warden**

**There were no questions at the time.**

#### **Public Works – Public Buildings**

**The heating system was discussed, and whether it was supposed to be replaced as part of the Police Department work.**

**Also, the work at Chase Farm for porch repair for \$39,000 should be in resolution form.**

#### **Public Works – Central Services**

**Pensions should be \$141,207 for a total of \$2,943,723.**

**Street lights have been increased by \$20,000, and the Budget Board would like details about whether there are any plans and what it includes as far as electricity, maintenance, etc.**

**Overtime has been increased, and the Budget Board would like information as to whether this could be resolved by a change in shifts, or whether this was due to a position that was not filled.**

#### **Recycling**

**There were no questions at the time.**

## **Library**

**There were no questions at the time.**

**Members of the Budget Board will be meeting with the Director of the Library regarding the budget.**

## **Town Council**

**The cost of the audit has increased.**

**Also, the Town Council has not used the Professional Development funding.**

**The Budget Board would like information about codification and why it has not been expended.**

## **Town Solicitor**

**Settlements have not been budgeted historically, and now have been requested at \$42,456.**

**The Budget Board questioned what this amount is for.**

**Police Prosecution for \$20,000 was for Municipal Court prosecutions.**

## **Probate Judge**

**There were no questions at the time.**

## **Town Sargeant**

**There were no questions at the time.**



### **Board of Canvassers**

**There were no questions at the time.**

### **Budget Board**

**There were no questions at the time.**

### **Zoning Board of Review**

**There were no questions at the time.**

### **Planning Board**

**There were no questions at the time.**

### **Board of Assessment Review**

**There were no questions at the time.**

### **Tenant's Board**

**The Budget Board questioned how often the Tenant's Board meets.**

### **Conservation Commission**

**There were no questions at the time.**

### **Personnel Board**

**There were no questions at the time.**

### **Juvenile Hearing Board**

**There were no questions at the time.**

## **Parks and Recreation Commission**

**There were no questions at the time.**

## **Land Trust**

**There were no questions at the time.**

## **Municipal Court**

**There were no questions at the time.**

## **Grants and Contributions**

**There were no questions at the time.**

## **Fixed Charges**

**There was a change that should make the new total \$4,221,958**

**The Budget Board would like clarification of OPEB and the status of it since being started last year.**

**When will the Town receive the bill for Insurance and Surety, because the budgeted amount seems to be estimated?**

## **Capital**

**The Budget Board questioned why there has consistently been a Sander for \$50,000 budgeted that has not been expended.**

**The Budget Board discussed Road Repairs, which have been decreased to \$150,000.**

**The Budget Board would like information about all off-line capital**

**projects for the audited 2010-2011 and their funding sources.**

### **Municipal Bonds**

**The Budget Board would like explanation of Sewer Division Allocation – for both Principal and Interest.**

### **Budget Board Subcommittees – Work Sessions**

#### **Consolidation and Capital Subcommittees**

**There was a motion by William DiBiasio, seconded by Domenic Ricci, to dispense of the Subcommittee Meetings.**

### **Public Comment**

**There was no public comment or questions at the time.**

### **Adjourn**

**William DiBiasio made a motion, seconded by Domenic Ricci, to adjourn.**

**The meeting adjourned at 10:15 pm.**